

County of Loudoun  
Department of Planning  
MEMORANDUM

**DATE:** February 2, 2009

**TO:** Building and Development, Zoning      Marilee Seigfried      MS 60  
Planning, Comprehensive      Cindy Keegan      MS 62  
Board of Supervisors      Susan Buckley      MS 01  
Planning Commission      Michael Keeney      MS 62

**FROM:** Jane McCarter, Project Manager

**SUBJECT:** **CMPT 2008-0016**  
**T-Mobile at Bahai Center**

**COMMENT**  
**DUE DATE:** **March 4, 2009** (Note: Please provide one paper copy to Project Manager by due date as well as one electronic copy of referral comments to Jane.McCarter@loudoun.gov. If you have any questions, please contact me at 703-771-5128)

Please find the enclosed information for your review: (**Bolded items, please see LMIS documents folder. No hard copy provided**)

1. Information Sheet
2. Statement of Justification dated August 6, 2008
3. **Propagation Maps**
4. **Antenna Type**
5. Plat revised through 10/24/2008.

**CMPT 2008-0016**  
**T-Mobile at Bahai Center**

**PROPERTY OWNER:** Spiritual Assembly Bahais Loudoun  
Peyman Akhavan  
P.O. Box 9  
Sterling, VA 20167  
703-444-0019 Extension 3

**APPLICANT &  
REPRESENTATIVE:** T-Mobile Northeast  
Amy Bird, Zoning Manager  
12050 Baltimore Avenue  
Beltsville, MD 20705  
410-703-6541  
Amy.Bird3@T-Mobile.com

**PROPOSAL:** A Commission Permit to allow rooftop construction of (6) sled-mounted antennas and (2) equipment cabinets mounted on an equipment platform in the R-4 Zoning District.

**LOCATION:** 21415 Cardinal Glen Circle, Sterling, VA 20164

**TAX MAP/PARCEL:** Tax Map—/81/G/1////E/ MCPI—013-25-8465-000

**ZONING:** R-4

**PROPOSED NON-RES SQUARE FOOTAGE:** +/- 200 sq. ft.

**SURROUNDING LAND USES/ZONING:**

<b>NORTH</b>	R-4	Residential
<b>SOUTH</b>	PDH-3	Residential
<b>EAST</b>	R-4 & R-8	Residential
<b>WEST</b>	R-4	Residential

**ELECTION DISTRICT:** Sugarland Run



August 6, 2008

Loudoun County  
Department of Building and Development  
1 Harrison Street, SE  
Leesburg, VA 20177



RE: T-Mobile Northeast LLC  
Site WAN463  
21415 Cardinal Glen Circle, Sterling, VA 20164

To Whom It May Concern:

T-Mobile Northeast LLC ("T-Mobile"), a FCC licensed E-Block digital PCS service provider, respectfully requests that the Loudoun County Department of Building and Development review a proposed commission permit application for T-Mobile to install a proposed telecommunication facility located at 21415 Cardinal Glen Circle, Sterling, VA 20164. The application is for collocation of telecommunications antennas onto an existing rooftop. This application is substantially in accord with the Loudoun County 1993 Zoning Ordinance Section 5-618. T-Mobile's FCC license covers the Greater Washington and Baltimore Metropolitan areas, including Loudoun County and other areas of Northern Virginia.

**APPLICANT:**

T-Mobile Northeast LLC ("T-Mobile")  
12050 Baltimore Avenue  
Beltsville, MD 20705  
Tel: 240-264-8616  
Fax: 240-264-8604

**SITE LOCATION:**

Address: 21415 Cardinal Glen Circle  
PIN #: 013-25-8465-000  
Tax Map #: /81/G/1/////E/  
Zoning District: R-4  
Use: Church



**DESCRIPTION OF PROPOSED USE:**

T-Mobile proposes to install an unmanned wireless telecommunications facility which will consist of six (6) antennas mounted on to the Bahá'í Faith Center building rooftop, located at 21415 Cardinal Glen Circle, Sterling, VA 20164. T-Mobile's antennas will be sled mounted to



provide an approximate antenna centerline of 43.5 feet (Sector A), 45.5 feet (Sector B) and 49.5 feet (Sector C). In addition to the antennas, T-Mobile will install two ancillary equipment cabinets on a 10' x 18' platform located on the roof, which will be screened by a brick wall. This facility is sought to fill a much-needed gap in wireless coverage along Route 7 and to provide coverage in the surrounding neighborhoods.

The facility will operate automatically and will not require personnel or hours of attendance. It will operate twenty-four (24) hours a day, three hundred and sixty-five days a year. Maintenance personnel will visit the site occasionally for repairs or modifications to the facility.

#### **REQUIREMENT FOR PROPOSED USE:**

The proposed facility is a vital component of T-Mobile's area-wide wireless telecommunications network. T-Mobile proposes to make use of an existing structure to eliminate the need for a new telecommunications tower in this search area and to minimize the visual impact of the project on surrounding property owners. This site is not only strategically superior to other sites in the area, but also makes use of an existing structure which is a stated goal of the Loudoun County Zoning Ordinance.

Telecommunications carriers must locate antenna sites according to a network design within relatively limited geographic parameters in order to provide uninterrupted coverage. When carriers cannot locate a site within these geographic parameters, network users will pass through an area where the lost signal results in interrupted or "dropped" calls. This poses a significant safety problem, both from the standpoint of lack of coverage in emergencies and because an interrupted call may mean a dangerous distraction to drivers. In addition, an incomplete system is inconsistent with T-Mobile's legal requirements to provide continuous coverage and to provide coverage to a percentage of the population within specific time parameters as required by its FCC license.

This site offers both an excellent land-use and visual solution to T-Mobile's coverage objective within the narrow placement parameters of this particular search area. T-Mobile's analysis of its network indicates that there are significant coverage problems along Route 7 in the Cardinal Glen area in this part of Loudoun County. T-Mobile is making use of this existing structure to avoid constructing a new monopole or tower. Consequently, this facility will be the least disruptive means to provide the needed coverage in the area.

#### **ANTICIPATED IMPACTS ON ADJOINING PROPERTIES**

The proposed facility will have no impact as to traffic, noise, light pollution, air quality, water quality, or radiation on adjoining properties. As stated previously, this proposal will make use of an existing structure so that there will be little to no adverse visual impact on surrounding properties.



## **RELATIONSHIP OF THE PROPOSAL TO CPAM 1996-0003, STRATEGIC LAND USE PLAN FOR TELECOMMUNICATIONS FACILITIES BOS**

The proposed facility is consistent with and furthers the goals of the Comprehensive Plan.

- A. *Location Policies – The Location Policies establish a hierarchy of preferred locations for new commercial public communication facilities. The County’s first preference is to have new antennas collocate on existing tall structures, monopoles and towers in order to minimize the need for new towers and monopoles.***

By making use of a preferred tall structure, an existing rooftop, T-Mobile is furthering the goals of the Comprehensive Plan.

**B. *Design Standards***

- 1. *Countywide Visual Impacts – The visual impact of commercial public telecommunication facilities should be mitigated so as to blend with the natural and built environment of the surrounding area.***

By utilizing an existing rooftop and painting the antennas, mountings and equipment to match, T-Mobile is mitigating the visual impact of the facility. The sled-mounting design, which will be employed at this facility, has several benefits for this particular facility:

- In keeping with the character of the area, sled-mounting is currently utilized at other wireless facilities along Route 7; and
- As was requested by the landlord, a sled-mounted design would be least likely to take away from the unique architectural character of the building.

## **RELATIONSHIP OF THE PROPOSAL TO THE ZONING ORDINANCE**

The proposed facility is consistent with and furthers the transcendent goals of the Loudoun County Zoning Ordinance Section 5-618.

The location, character and extent of the application should be found to be in substantial accord with the Zoning Ordinance. In terms of location, properties that contain existing structures are encouraged by the ordinance for new site development. In addition, making use of this type of collocation is a common siting solution for wireless carriers in Loudoun County, Virginia.

Regarding the character of the proposal, this is a Church property and the antennas and equipment will be painted to match the rooftop. In addition, the proposed facility poses no encroachment on any existing easements or services, and the height is the minimum needed to serve the facility’s goals for the applicant.



Under the “Telecommunications Use And/Or Structures” section 5-618, it states:

***(A) Antennas. Structure mounted and roof top mounted antennas and related unmanned equipment may be developed subject to the performance standards below to the extent permitted by right in the district use lists.***

- (1) Antennas and related unmanned equipment are permitted on an existing telecommunications monopole, telecommunications tower, or structure forty (40) feet or greater in height in all zoning districts subject to the performance standards outlined in this section.***

By making use of an existing 40’ rooftop, T-Mobile has avoided the construction of a new structure, and thus furthered this objective of the zoning ordinance.

- (5) Directional or panel antennas shall not exceed five (5) feet in height or two (2) feet in width and shall be of a material or color which matches the exterior of the building or structure.***

T-Mobile will install antennas that measure 59” in height, 11.9” in width, and 6.3” in depth. The antennas and mountings will be painted to match the existing structure. See Exhibit A (Antenna Specs).

- (7) No commercial advertising shall be allowed on any antenna.***

T-Mobile will not place any commercial advertising on the antennas.

- (9) The related unmanned equipment structure(s) shall not contain more than 500 square feet of total gross floor area per user on each site. Structures shall not exceed 12 feet in height. The structure shall be of a material or color which matches the exterior of the building or structure.***

T-Mobile will install two (2) equipment cabinets that will blend with the existing rooftop and will not exceed the 12 foot height limitation. The square footage for the equipment platform is 180 square feet.

- (10) If the equipment structure is located on the roof of a building, the area of the equipment and structures shall not occupy more than twenty-five (25) percent of the roof area.***

T-Mobile’s equipment platform will occupy only 5% of the entire roof area.

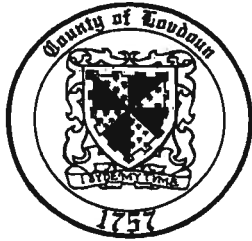


There is no underlying zoning history on the parcel. Please contact me if you have any questions with reference to this submission at Amy.Bird3@T-Mobile.com or (240) 264-8616.

Kind Regards,

A handwritten signature in blue ink, appearing to read 'Amy Bird'.

Amy Bird  
Zoning Manager  
Network Building & Consulting, LLC  
Consultant for T-Mobile Northeast LLC



Loudoun County, Virginia

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Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

February 2, 2009

Amy Bird, Zoning Manager  
T-Mobile Northeast  
12050 Baltimore Avenue  
Beltsville, MD 20705

**RE: CMPT 2008-0016**  
**T-Mobile at Bahai Center**

Dear Ms. Bird:

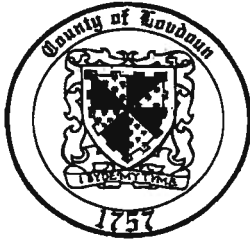
This letter serves to inform you that the above referenced land development application has been officially accepted for processing as of February 2, 2009. The application will be sent to the appropriate referral agencies for review with a comment due date of March 4, 2009. I have been asked to serve as the Project Manager and look forward to working with your team. Should you wish to review the file, it is available in the file room located in the Department of Building and Development. If you have any further questions regarding the review and processing of this application, please feel free to contact me.

Sincerely,

Jane McCarter  
Project Manager

cc: Van Armstrong, Land Use Review Program Manager, Department of Planning





Loudoun County, Virginia

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Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, MSC #62

Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

January 14, 2009

Ms. Amy Bird  
Zoning Manager  
T-Mobile Northeast  
12050 Baltimore Avenue  
Beltsville, MD 20705

**RE: CMPT 2008-0016 – WAN463 – Bahai'I Center**

Dear Ms. Bird:

This letter serves to inform you that the above referenced application has been reviewed for minimum checklist submission compliance. The following material has not been provided or needs to be clarified before the application can be officially accepted for processing:

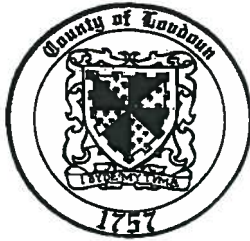
1. Please provide an original, updated disclosure of real parties form as we discussed in the meeting today.

Should you have any questions regarding the review and processing of you application, please feel free to contact me at 703-737-8446 or by email [wpolis@loudoun.gov](mailto:wpolis@loudoun.gov).

Sincerely,

Wini Polis, Planner, Land Use Review

Cc: Van Armstrong, Land Use Review Program Manager, Department of Planning



Loudoun County, Virginia

Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, MSC #62

Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

October 6, 2008

Ms. Amy Bird  
Zoning Manager  
T-Mobile Northeast  
12050 Baltimore Avenue  
Beltsville, MD 20705



RE: **CMPT 2008-0016 – WAN463 – Bahai'I Center**

Dear Ms. Bird:

This letter serves to inform you that the above referenced application has been reviewed for minimum checklist submission compliance. The following material has not been provided or needs to be clarified before the application can be officially accepted for processing:

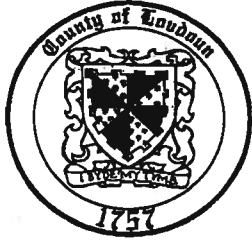
1. Please provide evidence verifying that real estate taxes have been paid for the subject property
2. Please revise the plat to include a note that there is no floodplain on the subject property based on the Loudoun County floodplain map
3. Please also revise the plat within the Adjacent Property Owner listing to include properties across the road from the subject property and to update the current ownership on Number 1, Lot 1 and Number 12, Parcel C.

Once this information is revised, please submit 8 hard copies of the revised plat and 7 additional hard copies of the statement of justification. Please also include an electronic copy of the plat in Adobe/PDF format and an electronic copy of the statement of justification in MSWord format. Should you have any questions regarding the review and processing of your application, please feel free to contact me at 703-737-8446 or by email [wpolis@loudoun.gov](mailto:wpolis@loudoun.gov).

Sincerely,

Wini Polis, Planner, Land Use Review

Cc: Van Armstrong, Land Use Review Program Manager, Department of Planning



Loudoun County, Virginia

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Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

October 31, 2008

Ms. Amy Bird  
Zoning Manager  
T-Mobile Northeast  
12050 Baltimore Avenue  
Beltsville, MD 20705

Dear Ms. Bird:

According to our records, you have a pending, active land use application with Loudoun County, Virginia, for a special exception or a variance or a zoning map amendment [CMPT-2008-0016, WAN463 BahaiI Center]. Enclosed, please find Loudoun County's revised Disclosures of Real Parties in Interest and Land Use Proceedings form.

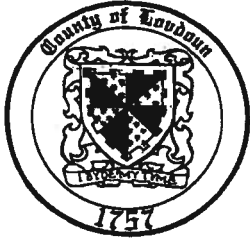
Due to the enactment of Virginia Code Annotated Section 15.2-2287.1, *Disclosures in land use proceedings* effective as of July 1, 2008, and in conjunction with Loudoun County 1993 Revised Zoning Ordinance, Section 6-403, Loudoun County has modified its required disclosure form.

To avoid any delay in your application, please review and complete the enclosed form and submit it to this office to be filed with your application as soon as possible.

Sincerely,

Wini Polis  
Planner, Land Use Review

Enclosure (2)



Loudoun County, Virginia

Department of Planning  
1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, MSC #62  
Leesburg, VA 20177-7000  
Telephone (703) 777-0246 • Fax (703) 777-0441

October 6, 2008

Ms. Amy Bird  
Zoning Manager  
T-Mobile Northeast  
12050 Baltimore Avenue  
Beltsville, MD 20705

**RE: CMPT 2008-0016 – WAN463 – Bahai'I Center**

Dear Ms. Bird:

This letter serves to inform you that the above referenced application has been reviewed for minimum checklist submission compliance. The following material has not been provided or needs to be clarified before the application can be officially accepted for processing:

1. Please provide evidence verifying that real estate taxes have been paid for the subject property
2. Please revise the plat to include a note that there is no floodplain on the subject property based on the Loudoun County floodplain map
3. Please also revise the plat within the Adjacent Property Owner listing to include properties across the road from the subject property and to update the current ownership on Number 1, Lot 1 and Number 12, Parcel C.

Once this information is revised, please submit 8 hard copies of the revised plat and 7 additional hard copies of the statement of justification. Please also include an electronic copy of the plat in Adobe/PDF format and an electronic copy of the statement of justification in MSWord format. Should you have any questions regarding the review and processing of your application, please feel free to contact me at 703-737-8446 or by email [wpolis@loudoun.gov](mailto:wpolis@loudoun.gov).

Sincerely,

Wini Polis, Planner, Land Use Review

Cc: Van Armstrong, Land Use Review Program Manager, Department of Planning



RECEIVED  
SEP 05 2008  
BUILDING AND DEVELOPMENT

LOUDOUN COUNTY  
LAND DEVELOPMENT APPLICATION

- (1) This application form must be filled out in its entirety.
- (2) An incomplete application form will result in rejection of the application prior to checklist review.
- (3) If additional space is needed to complete any section of this application, attach a separate sheet containing all the required information and refer to such where appropriate on the form.
- (4) Do not write in shaded areas.
- (5) See attached Instructions for completing the Land Development Application.

PLEASE PRINT IN INK OR USE TYPEWRITE

TYPE OF APPLICATION	Application Number Assigned CM 21415-006
1972 Zoning Ordinance	Fee Amount Paid
1993 Zoning Ordinance	Receipt Number
x Revised 1993 Zoning Ordinance	Date of Official Acceptance

Calculations of Bond (CPAP, CPAP REVISION, REST, STPL, STPR & STMP)

Total Number of Cross-Sections (FPAL Type II & FPST)

Project Name: WAN463 - Baha'I Center	Subdivision Name (if different from project name):
	Subdivision Section: Cardinal Glen S.1 Parcel E
	Lot Numbers:

Description of Proposed Project: (Must be completed)

CMPT - T-Mobile seeks approval of commission permit to allow rooftop construction of 6 sled-mounted antennas and 2 equipment cabinets mounted on an equipment platform.

Number and Types of Proposed Lots	PROPOSED RESIDENTIAL UNITS (This section is to be completed for all residential applications)		
	Total Units	Quantity Affordable	Quantity Elderly
Residential			
Non-residential			
Conservancy			
Open Space			
Other (Specify type) N/A	n/a		
Total Lots N/A	Total n/a		

PROPOSED NON-RESIDENTIAL SQUARE FOOTAGE This section must be completed for all non-residential applications and non-residential components of residential applications. Describe the type (s) in the appropriated category and the total square footage for the category:



Category	Description of Use	Square Footage
Ag-Residential		
Sales & Service		
Office		
Industrial		
Gov't, Utilities & Public Service		
Recreation & Special Interests		
Transportation & Communications	Telecommunications Facility	200 Sq. Feet
Education & Training		
Other (specify)		
Total Square Footage		

PROJECT LOCATION

Property Address: 21415 Cardinal Glen Circle, Sterling, VA 20164	Property Location: The northern corner of Route 7 - Harry Byrd Highway and Cardinal Glen Circle. Due north of the Intersection of Route 7 - Harry Byrd Highway and North Sterling Boulevard.	Adjacent Roads: Route 7 - Harry Byrd Highway and Blue Jay Court
ELECTION DISTRICT(S)	Sugarland Run	

PROPERTY TAX MAP, ACREAGE AND ZONING INFORMATION

Tax Map Number(s) or Pin Number Reference(s)	Zoning District(s)	Acreage	Zoning Status	
			Existing	Proposed
013-25-8465-000	R-4	2.3	n/a	N/a

SURROUNDING LAND USES AND ZONING			
List all surrounding land uses and zoning districts adjacent to the property, including those across roads.			
LAND USE		ZONING	
NORTH	Countryside Residential	R-4	
SOUTH	Planned Development - Housing	PDH3	
EAST	Countryside Residential	R-4	
WEST	Countryside Residential	R-4	
APPLICANT(S)			
Company Name	T-Mobile Northeast	Company Name	
Name of Person & Title	Amy Bird Zoning Manager	Name of Person & Title	
Mailing Address	12050 Baltimore Ave.	Mailing Address	
City, State, Zip Code	Beltsville, MD 20705	City, State, Zip Code	
Daytime Telephone	410-703-6541	Daytime Telephone	
E-mail Address	Amy.Bird3@T-Mobile.com	E-mail Address	
Correspondent?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Correspondent?	Yes <input type="checkbox"/> No <input type="checkbox"/>
PROPERTY OWNER(S)			
Company Name	SPECIAL ASSEMBLY OF THE BOARDS OF LINDSEY COUNTY	Company Name	
Name of Person & Title	PEYMAN AKHAVAN, V.P.	Name of Person & Title	
Mailing Address	P.O. Box 9	Mailing Address	
City, State, Zip Code	STERLING VA 20167	City, State, Zip Code	
Daytime Telephone	703-444-0019 x3	Daytime Telephone	
E-mail Address	Facilitymgr@nashvillekentucky.org	E-mail Address	
Correspondent?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Correspondent?	Yes <input type="checkbox"/> No <input type="checkbox"/>
REPRESENTATIVE(S)			
Company Name	Same as applicant	Company Name	
Name of Person & Title		Name of Person & Title	
Mailing Address		Mailing Address	
City, State, Zip Code		City, State, Zip Code	
Daytime Telephone		Daytime Telephone	
E-mail Address		E-mail Address	
Correspondent?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Correspondent?	Yes <input type="checkbox"/> No <input type="checkbox"/>
CERTIFICATIONS			
<b>APPLICANT(S):</b> The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official, Director of Building and Development, or Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.			
Printed Name of Applicant Amy Bird		Printed Name of Applicant	
Signature of Applicant 		Signature of Applicant	
Date		Date	
<b>PROPERTY OWNER(S) (to be signed by all property owners):</b> I have read this completed application, understand its intent, and freely consent to its filing. Furthermore, I grant permission to the Department of Building and Development and/or Planning and other authorized government agents to enter the property and make such investigations and tests as they deem necessary.			
Printed Name of Property Owner PEYMAN AKHAVAN		Printed Name of Property Owner	
Signature of Property Owner 		Signature of Property Owner	
Date 7/21/08		Date	

**Loudoun County, Virginia**[www.loudoun.gov](http://www.loudoun.gov)

Office of the County Assessor

1 Harrison Street, S.E., 5th Floor, MSC #07, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0267 • Fax (703) 771-5234 • e-mail ~ [assessor@loudoun.gov](mailto:assessor@loudoun.gov)

December 3, 2008

Mr. Roy Bayzaee  
Spiritual Assembly of the Baha'is of Loudoun County  
21415 Cardinal Glen Circle  
Sterling, VA 20164

Re: Request for Tax Exemption  
PIN# 013-25-8465-000

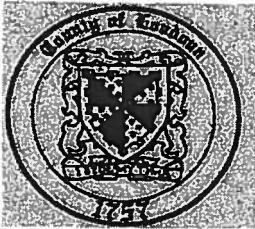
Dear Mr. Bayzaee,

The review of your application has been completed. Based on the stated use of the property, we have determined that the above referenced property will be tax exempt for the 2008 tax year forward. Please contact this Office if the use of the property changes. The Treasurer's Office will be notified of the revised exempt status for 2008.

If you have any questions regarding this real estate tax exemption, please contact me at 703-777-0512. I will be happy to assist you.

Sincerely,

Kevin McMahon  
Supervising Appraiser



**Loudoun County, Virginia**

Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

**RECORD OF PRE-APPLICATION CONFERENCE**

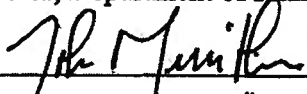
<b>PRE-APPLICATION CASE NUMBER/NAME/CASE TYPE</b>	PRAP 2008-0064	CMPT
<b>DATE OF CONFERENCE</b>	T-Mobile - 21415 Cardinal Glen Circle, Sterling (antennas on existing roof) 6/24/08 3:00pm	

**ATTENDANCE LISTING**

NAME	AFFILIATION
LARR Kelly	ZONING
Amy Bird	T-Mobile
Pat Giglio	Community Planning

I verify that a pre-application conference on the above-referenced proposal has been conducted in accordance with *Article VI* of the Loudoun County Zoning Ordinance. No matters discussed shall be binding on either the applicant or the County. A copy of this form shall be submitted by the applicant with the official application for checklist review. A summary of issues discussed is not required to be submitted with the official application.

Director, Department of Planning or Designee:

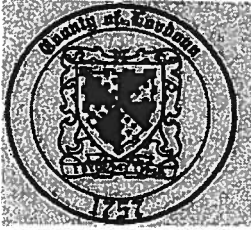


Application Fee: \$770.42

Date:

June 24, 2008





## Loudoun County, Virginia

Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

### SYNOPSIS OF PRE-APPLICATION CONFERENCE ISSUES DISCUSSED

PRE-APPLICATION CASE NUMBER/NAME/CASE TYPE	PRAP 2008-0064	CMPT
DATE OF CONFERENCE	T-Mobile - 21415 Cardinal Glen Circle, Sterling (antennas on existing roof)	6/24/08 3:00pm

#### 1. ISSUES RAISED BY THE APPLICANT

Roof-top collocation on Baha'i Faith Center. Three  
antennae plus and two equipment cabinets.  
Top 2 antennae 52 feet at highest point.  
Other two sectors (slid) 42' and 46'. Panel antennae.

#### 2. COMPREHENSIVE PLANNING ISSUES DISCUSSED

Plan supports collocation on existing buildings & structure.  
Typically see antennae flush mounted on side of building.  
These antennae are visible above building.  
Recommend reevaluate whether or not antennae can  
be flush mounted.  
Also recommend submittal of propagation studies and  
alternative sites. Suggest photo simulations.

3. ZONING ISSUES DISCUSSED \_\_\_ 1972 \_\_\_ 1993 ☒ Revised 1993 Zoning Ordinance

Antenna limited to 10 feet in length and 2 feet wide.  
Permitted subject to standards of 5-618(A)

4. TRANSPORTATION ISSUES DISCUSSED

To scope traffic study, contact George Phillips, Office of Transportation Services 703-737-8624.

5. OTHER ISSUES DISCUSSED

6. REVIEW AND PROCESSING PROCEDURES DISCUSSED

Public hearing before Planning Commission. Decision then  
ratified by Board at subsequent Business Meeting.  
Typically 3 months process. Site plan can be filed concurrently.

Conference Coordinator:

John Phillips

Date:

June 24, 2008

**COUNTY OF LOUDOUN**  
**DEPARTMENT OF PLANNING**  
**MEMORANDUM**

**DATE:** June 17, 2008

**TO:** Community Planning Division, Planning (Cindy Keegan)  
Environmental Review Team, Building and Development (William Marsh)  
Office of Transportation Services (Lisa Mays)  
Zoning Administration, Building and Development (Marilee Seigfried)  
Planning Commissioners: Tolle, Chair, (At-Large); Maio, Vice-Chair, (Blue Ridge);  
Klancher (Broad Run); Austin (Catocin); Chaloux (Dulles); Robinson (Leesburg);  
Brodrick (Potomac); Syska (Sterling); Keeney (Sugarland Run).  
Other \_\_\_\_\_

**FROM:** Division of Land Use Review

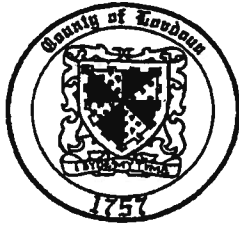
**SUBJECT:** PRE-APPLICATION CONFERENCE AGENDA

<b>DAY</b>	<b>Tuesday</b>
<b>DATE</b>	<b>June 24, 2008</b>
<b>LOCATION</b>	Round Hill Conference Room 1 Harrison St. SE, 3 <sup>rd</sup> Floor, Leesburg, VA 20175

Time	Case Number	Case Type	Applicant	Policy Area	Election District
10:00	PRAP 2008-0060	ZMOD	Miller and Smith Dulles Parkway Center Sign Plan in PD-OP, PD-IP and PD-TRC Districts	Suburban	Dulles
11:00	PRAP 2008-0061	CMPT	AT&T - Bechtel Communications Lansdowne Resort Co-location of 8 antennas on existing rooftop in PD-OP	Suburban	Broad Run
1:00	PRAP 2008-0062	CMPT	Media Flo USA 21593 Jesse Court Add antennas on existing tower in PD-IP	Suburban	Potomac
2:00	PRAP 2008-0063	SPEX	Airco Properties 41096 John Mosby Highway, Aldie Accessory motor vehicle service and repair in RC & TR2	Transition	Dulles
3:00	PRAP 2008-0064	CMPT	T-Mobile Northeast LLC 21415 Cardinal Glen Cir Telecom antennas on existing roof in R-4	Suburban	Sugarland Run
4:00	PRAP 2008-0065	CMPT	T-Mobile Northeast LLC 20391 Lowes Island Blvd Telecom antennas on existing roof in PDH-4	Suburban	Sugarland Run

cc: Julie Pastor, Director, Department of Planning  
John Merrithew, Assistant Director, Department of Planning  
Van Armstrong, Land Use Review Program Manager, Department of Planning  
Jennifer Grimmell, Community Information & Outreach  
BOS Members/PC Members  
Kirby Bowers, County Administrator  
Linda Neri, Deputy County Administrator  
Charles Yudd, Assistant County Administrator  
Robyn Bailey, Economic Development  
Mark Novak, PRCS  
Wini Polis, Land Use Review  
Pre-application Files

6/24/08 3pm

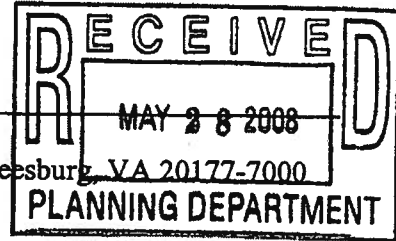


Loudoun County, Virginia

Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441



REQUEST FOR FORMAL PRE-APPLICATION CONFERENCE

PLEASE PRINT IN INK OR USE TYPEWRITER

Applicant T-Mobile Northeast LLC Phone 240-264-8616  
Applicant's Address 12050 Baltimore Ave., Beltsville, MD 20705  
Representative (Contact Person) Amy Bird Phone 410-703-6541  
Representative's Company Network Building & Consulting for T-Mobile email Amy.Bird3@T-Mobile.com  
Representative's Address 12050 Baltimore Ave., Beltsville, MD 20705  
Current Property Owner Spiritual Assembly Bahais Loudoun  
Owner's Address PO Box 9, Sterling, VA 20167-0009  
Name of Subdivision, Development, or Business Bahai Center, Spiritual Assembly Bahais Loudoun  
LCTM # (Loudoun County Tax Map #) 81/G/1/E  
MCPI # (Map Cell Parcel Indicator #) 013-25-8465-000  
Proposal/Request T-Mobile proposes rooftop construction of an unmanned telecom facility with 3-sector antenna array with 2 antennas per sector, mounted on led 3. There will also be a 10x18 equipment platform with 2 cabin  
Project Location 21415 Cardinal Glen Circle, Sterling, VA 20164  
Existing Zoning R-4 Project Acreage \_\_\_\_\_ Election District \_\_\_\_\_  
Zoning Ordinance Reference for Requested Use (ie: Table 2-1303 Pet Farms; or Section. 3-103E Community Center): \_\_\_\_\_  
Rezoning: From existing zoning district \_\_\_\_\_ to proposed zoning district \_\_\_\_\_  
Proposed Application Type:  
ZMAP \_\_\_\_\_ ZCPA \_\_\_\_\_ ZMOD \_\_\_\_\_ SPEX \_\_\_\_\_ CMPT ☒  
(Zoning Map Amendment) (Zoning Concept Plan Amendment) (Zoning Ordinance Modification) (Special Exception) (Commission Permit)

PLEASE SUBMIT 7 COPIES OF ALL REQUIRED INFORMATION TO THE LAND USE REVIEW DIVISION MANAGER IN THE DEPARTMENT OF PLANNING

Please attach to this request form:

1. Sketch map(s) of the site
2. Description of proposed project or use
3. Description of existing environmental, topographical, and structural features on the site to the extent they are known
4. Graphics illustrating the scale, location and design of any buildings or structures to the extent they are known
5. List of issues to be discussed at the conference

Pursuant to Article VI of the 1993 Zoning Ordinance, I request a pre-application conference to discuss my intentions with regard to this proposed application and any questions regarding the procedures or substantive requirements of the Zoning Ordinance. I understand that no matters discussed at this meeting shall be binding on either the applicant or the County.

Applicant's Signature

Date 5/27/08

# • • T • • Mobile •

May 27, 2008

Department of Planning  
County of Loudoun  
1 Harrison Street, S.E.  
3<sup>rd</sup> Floor  
Leesburg, VA 20177-7000

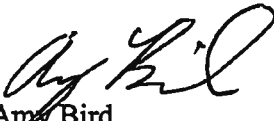
To Whom It May Concern:

Please accept this request for a commission permit pre-application conference for a rooftop wireless telecommunication facility in Sterling, VA. I have attached lease exhibit drawings and will supplement with additional zoning drawings prior to the meeting date. At the conference, I would like the opportunity to:

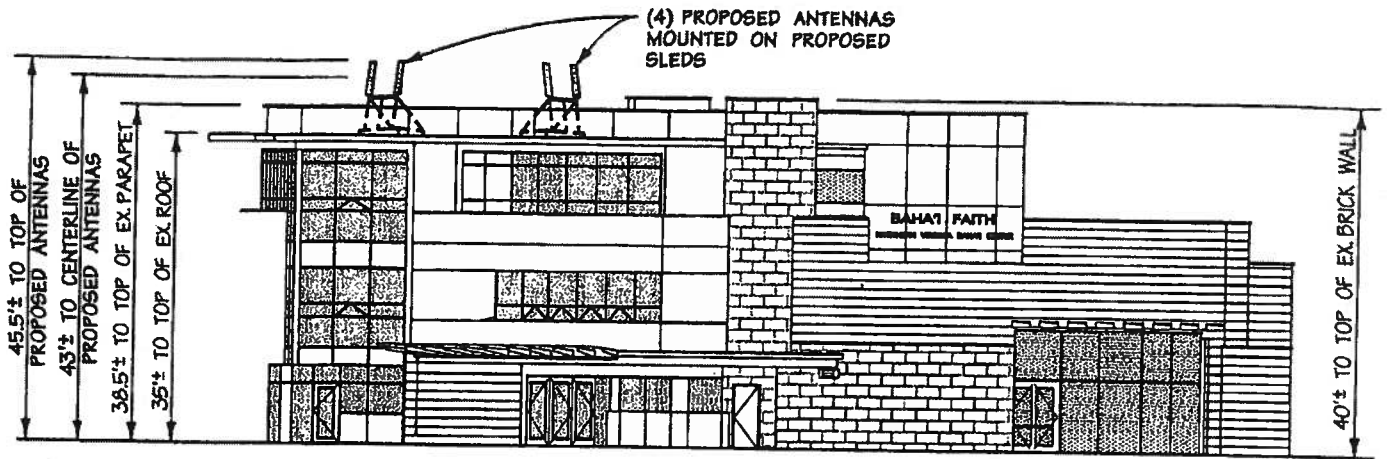
1. Discuss the proposed T-Mobile plans;
2. Make sure that we have satisfied any and all zoning requirements for a commission permit; and
3. Address any concerns that the Department of Planning might have.

I thank you for your assistance and look forward to our meeting.

Sincerely,

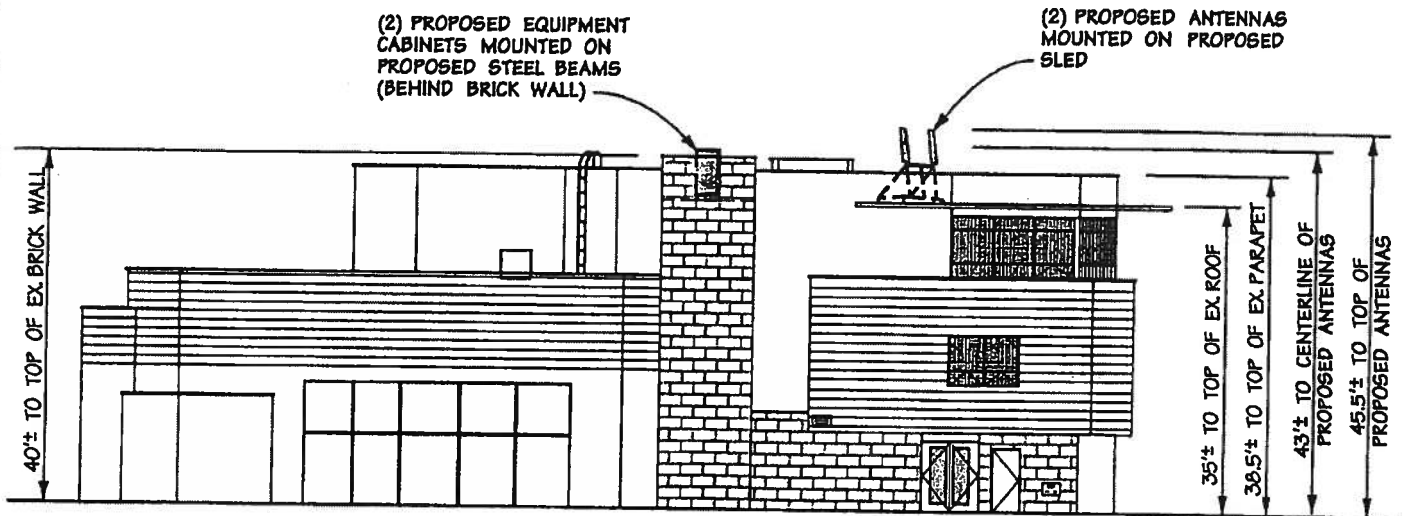


Amy Bird  
Zoning Manager  
Network Building & Consulting, LLC  
Consultant for T-Mobile Northeast



## BUILDING ELEVATION (MAIN FRONT ENTRANCE VIEW)

NOT TO SCALE



## BUILDING ELEVATION (VIEW FROM REAR PARKING LOT)

NOT TO SCALE

REV.	DATE	REVISION / ISSUE	BY
1	5-23-08	REVISED TO ANTENNA SLED MOUNTS	MSR
0	2-13-08	ISSUED FOR FINAL	MDM
A	1-31-08	ISSUED FOR REVIEW	MSR

### NOTE:

THE INFORMATION SHOWN HEREON IS FOR ILLUSTRATIVE PURPOSES ONLY.

SITE NO. 7WAN463C

BAHA'I CENTER

21415 CARDINAL GLEN CIRCLE  
STERLING, VA 20164

PIN: 013258465

TAX MAP NO.: 8V/G/VE

LOUDOUN COUNTY, VA

**T-Mobile Northeast LLC**

12050 BALTIMORE AVENUE  
BELTSVILLE, MD 20705  
(240) 264-8800 FAX: (240) 264-8810

DRAWING TITLE:

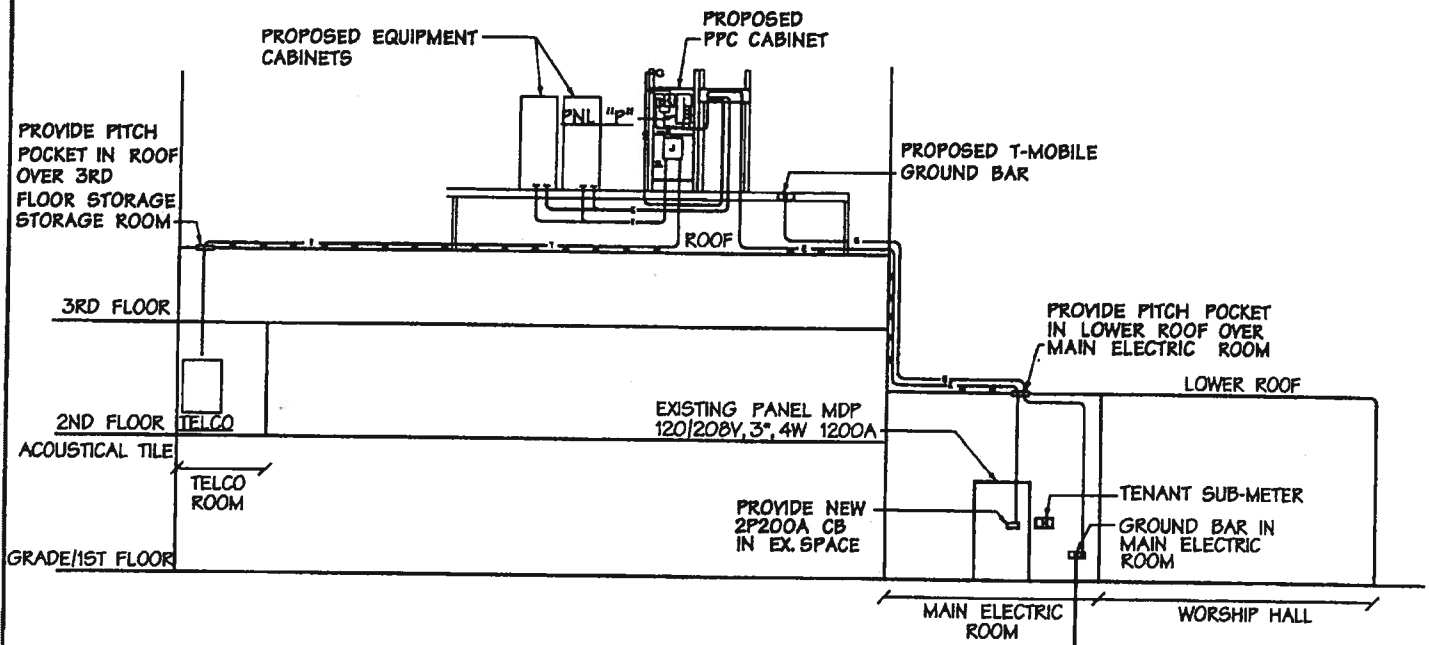
LEASE EXHIBIT

SCALE: AS SHOWN	DRAWN BY: MSR
PROJECT #: 08005	CHECKED BY: MDM
SHEET 3 OF 4	DATE: 1-31-08

**DMW**

DAFT MCCUNE WALKER INC

200 EAST PENNSYLVANIA AVENUE • TOWSON, MD 21286  
P: 410 296 3333 F: 410 296 4705 WWW.DMW.COM



## POWER RISER

NOT TO SCALE

### NOTE:

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REV.	DATE	REVISION / ISSUE	BY
1	5-23-08	REVISED TO ANTENNA SLED MOUNTS	MSR
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SITE NO. 7WAN463C

BAHA'I CENTER

21415 CARDINAL GLEN CIRCLE  
STERLING, VA 20164

PIN: 013258465

TAX MAP NO.: 8V/G/VE

LOUDOUN COUNTY, VA

**T-Mobile Northeast LLC**

12050 BALTIMORE AVENUE  
BELTSVILLE, MD 20705  
(240) 284-8600 FAX: (240) 284-8610

DRAWING TITLE:

LEASE EXHIBIT

SCALE:	AS SHOWN	DRAWN BY:	MSR
PROJECT #:	08005	CHECKED BY:	MDM
SHEET	4 OF 4	DATE:	1-31-08

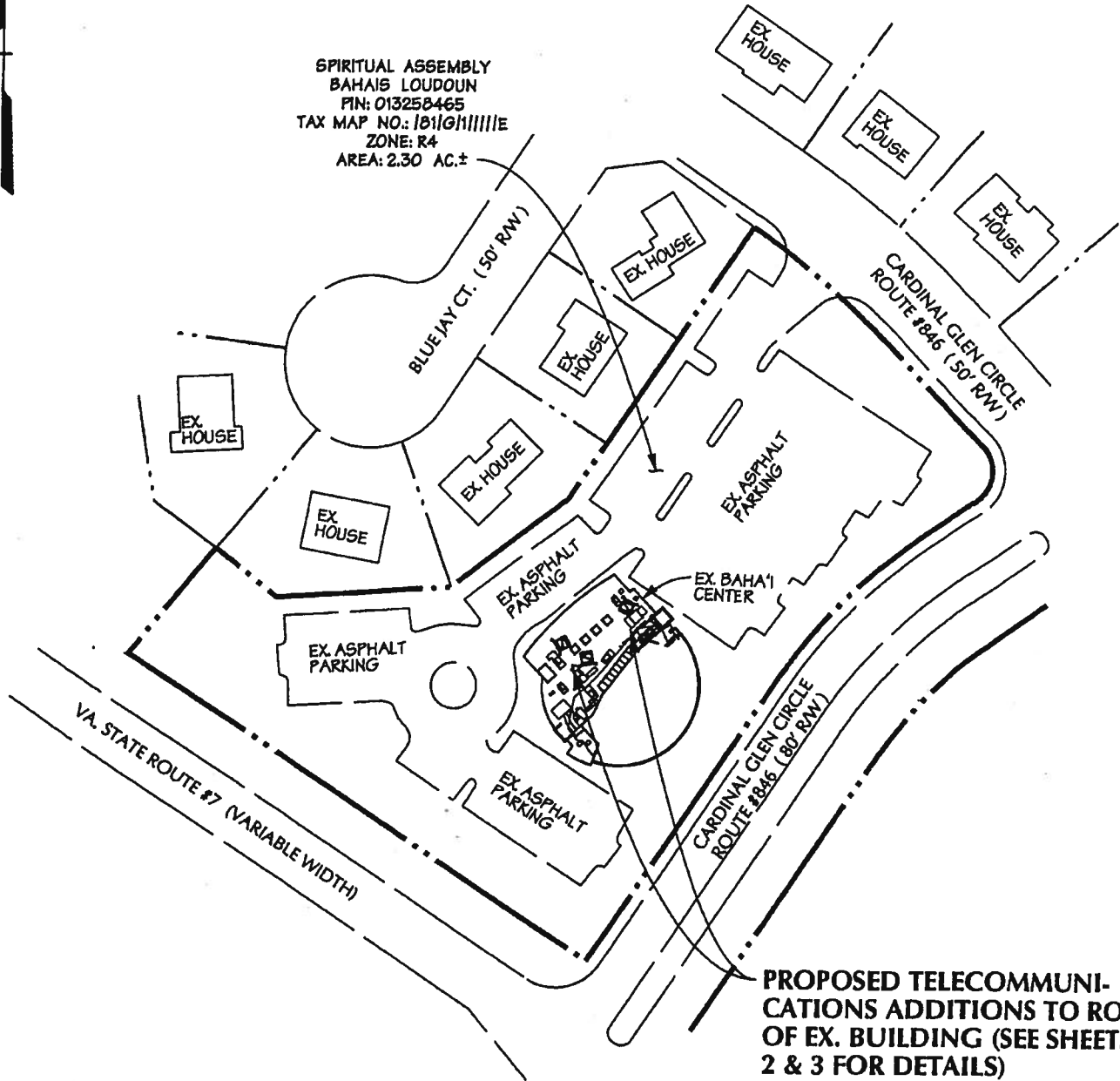
**DMW**

DAFT MCCUNE WALKER INC

200 EAST PENNSYLVANIA AVENUE • TOWSON, MD 21286  
P: 410 296 3333 F: 410 296 4705 WWW.DMW.COM



SPIRITUAL ASSEMBLY  
BAHA'IS LOUDOUN  
PIN: 013258465  
TAX MAP NO.: 181/GH/IIIIIE  
ZONE: R4  
AREA: 2.30 AC.±



**PROPOSED TELECOMMUNICATIONS ADDITIONS TO ROOF OF EX. BUILDING (SEE SHEETS 2 & 3 FOR DETAILS)**

THE INFORMATION SHOWN HEREON IS TAKEN FROM LOUDOUN COUNTY AERIAL PHOTOS AND LOUDOUN COUNTY TAX MAPS. THIS PLAN IS NOT THE RESULT OF A DMW BOUNDARY OR TOPOGRAPHIC SURVEY. TO BE USED FOR INFORMATION PURPOSES ONLY.

## SITE PLAN

SCALE: 1"=100'

REV.	DATE	REVISION / ISSUE	BY
1	5-23-08	REVISED TO ANTENNA SLED MOUNTS	MSR
0	2-13-08	ISSUED FOR FINAL	MDM
A	1-31-08	ISSUED FOR REVIEW	MSR

DEPT.	INIT.	DATE	APP'D	REVISIONS
RF ENGINEER				
RF MANAGER				
ZONING				
OPS				
CONSTRUCTION				
SITE AC.				

SITE NO. 7WAN463C

BAHA'I CENTER

21415 CARDINAL GLEN CIRCLE  
STERLING, VA 20164

PIN: 013258465  
TAX MAP NO.: 8V/G/V/E

LOUDOUN COUNTY, VA

**T-Mobile Northeast LLC**

12050 BALTIMORE AVENUE  
BELTSVILLE, MD 20706  
(240) 264-8600 FAX: (240) 264-8610

DRAWING TITLE:

LEASE EXHIBIT

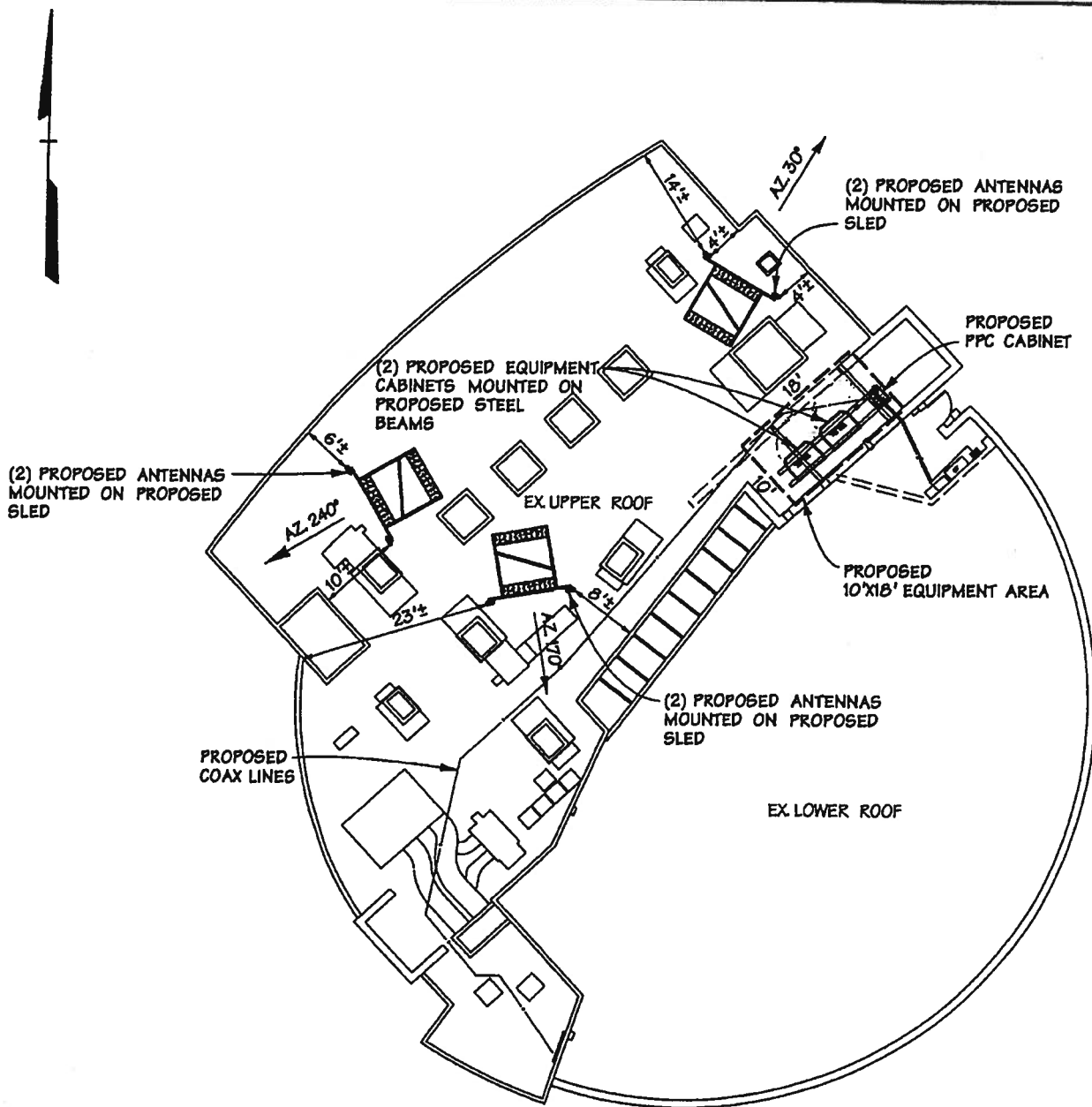
SCALE: AS SHOWN	DRAWN BY: MSR
PROJECT #: 08005	CHECKED BY: MDM
SHEET 1 OF 4	DATE: 1-31-08

**DMW**

DAFT MCCUNE WALKER INC

200 EAST PENNSYLVANIA AVENUE • TOWSON, MD 21286  
P: 410 296 3333 F: 410 296 4705 WWW.DMW.COM





## ROOF DETAIL

SCALE: 1"=20'

### NOTE:

THE INFORMATION SHOWN HEREON, IS BASED ON A SITE VISIT ON 1-23-08. THIS PLAN IS NOT THE RESULT OF DMW TOPOGRAPHIC OR BOUNDARY SURVEY. FOR INFORMATION PURPOSES ONLY.

# DMW

DAFT MCCUNE WALKER INC

200 EAST PENNSYLVANIA AVENUE • TOWSON, MD 21286  
P: 410 296 3333 F: 410 296 4705 WWW.DMW.COM

SITE NO. 7WAN463C

BAHA'I CENTER

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PIN: 013258465

TAX MAP NO.: /81VG/VE

LOUDOUN COUNTY, VA

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DRAWING TITLE:

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SCALE: AS SHOWN	DRAWN BY: MSR
PROJECT #: 08005	CHECKED BY: MDM
SHEET 2 OF 4	DATE: 1-31-08



# Receipt of Payment

Page 1 of 1

**Receipt Number :** 080013044  
**Transaction Number :** A000000005218  
**Payment Method:** CHECK  
**Check Number:** 1236221



**Date:** 2008-09-08  
**Amount:** \$770.00  
**Check Escrow Flag:** N  
**Check Writer:** T-MOBILE

## Detail Information

770.00 CMPT-2008-0016 TOTAL FEE